

2009 Cal/VPP Star Annual Report

Every year on February 15, all Cal/VPP Star sites are required, as part of their continuous improvements efforts, to provide to the Cal/VPP team, a report detailing the sites safety and health activities with respect to VPP elements, other safety and health status updates and progress reviews.

- If your site has been certified or recertified before January 2009 use section A for your report format.
- If your site has been certified or recertified after January 2009 refer to section B for your report format.

Section A. Sites with certificate dates issued before January 2009 must provide the following:

1. Name and location of California sites mentored by your site;
2. Special Team Member assignments such as onsite, pre-visit, meeting, and workshops;
3. Injury/incident rates, TCIR and DART, along with the total number of employees and total hours worked by all employees;
4. Changes in organization and key staff;
5. Changes in manufacturing processes;
6. Changes in Cal/VPP elements:
 - Management Commitment
 - Contractor Program
 - Employee Notification
 - Medical Program
 - Industrial Hygiene
 - Training
 - Pre-Use Analysis
 - Comprehensive Surveys

- Accident Investigations
- Emergency Preparedness
- Employee Involvement
- Job Safety Analysis
- Preventive Maintenance
- Self-Inspections

7. Significant health and safety projects in 2009;
8. Explain in detail if any Cal/OSHA compliance activities (i.e. complaints or accident investigations) were conducted at the site including contractors and issued citations;
9. Incident report of any serious injury with root causes and corrective actions;
 - *T8CCR 330(h) "Serious injury or illness" means any injury or illness occurring in a place of employment or in connection with any employment which requires inpatient hospitalization for a period in excess of 24 hours for other than medical observation or in which an employee suffers a loss of any member of the body or suffers any serious degree of permanent disfigurement, but does not include any injury or illness or death caused by the commission of a Penal Code violation, except the violation of Section 385 of the Penal Code, or an accident on a public street or highway.*
10. Success stories and/or best practices;
11. Effectiveness of Measurements used to track safety program progress such as safety suggestions, near misses, training, work orders, and corrective actions;
12. Key issues/recommendations identified during the site's 2009 comprehensive audit including corrective action plans for each issue/recommendation;
13. Comparison of your site's 2009 rates to 2008;
14. Goals for 2010 and action plans to achieve such goals;
15. Changes in duties of the Safety Committee(s) and first-line supervision;
16. Any other remarks or concerns related to Cal/VPP program.

Section B. Sites with certificate dates issued after January 2009 must provide the following:

- 1. Provide only status of items, if any, that were discussed at the follow up visit as continuous improvements requiring additional time to implement;**
- 2. Explain in detail if any Cal/OSHA compliance activities (i.e. complaints or accident investigations) were conducted at the site including contractors and issued citations;**
- 3. Incident report of any serious injury with root causes and corrective actions;**
- 4. Any other remarks related to Cal/VPP program or changes in organization, key staff and processes.**

Please send a printed copy and an electronic version on CD by February 15, 2010 to:

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